

Vermont Developmental Disabilities Council
Executive Committee Meeting Minutes ~ November 4, 2019
Vocational Rehabilitation's Office at the Capitol Plaza, Montpelier
Approved January 6, 2020

Present:	Kaiya Andrews, Julie Arel, Kay Stambler, Miriam Stoll, Courtney Quinlan
Absent:	Mike Gruteke, Terry Holden
VTDDC Staff:	Kirsten Murphy, Chelsea Hayward

1. Welcome:

The meeting began at 10:07 am.

Motion: Kay made the motion to adopt the agenda. Julie seconded.

Motion: 3-0-0.

Motion: Kay made the motion to accept the Executive Committee Minutes of September 9, 2019. Julie seconded.

Motion passed: 3-0-0.

Courtney joined the Executive Committee by phone shortly after the meeting began.

2. Executive Session:

Motion: Kay made the motion to go into Executive Session. Julie seconded.

Motion passed: 6-0-0.

Title 1, Section 313(a)(3) of the Vermont Statutes specify that "The appointment or employment or evaluation of a public officer or employee" may be discussed in executive session.

Motion: Kay made the motion to leave Executive Session. Julie seconded.

Motion passed: 6-0-0.

3. Staff Reports:

- Budget Revisions for FFY'20 – Typically VTDDC revises its budget at the September, Quarterly meeting, but the Council still does not have an appropriation from Congress. All federal agencies are funded at last year's level until November 21, 2019 through a "continuing resolution" adopted by Congress.

However, some new revenue was found because Puerto Rico was unable to accept its FFY'19 allocation, which has been distributed to all the other Councils. VTDDC received \$14,000. Kirsten suggested the following budget revisions:

- In June the Council voted to make Disability Awareness Day "whole" if additional money was identified. Add \$1200.
 - The State projected salaries/benefits are based on figures that are 18 months out-of-date and therefore too low. Add \$
 - A technical adjustment to move \$1000 from Action Circles to VTDDC's support for the Community of Practice for Cultural and Linguistic Competency.
- Impact of the **Congressional Continuing Resolution** – Currently the Council only has proof of funding through Nov. 21, 2019. This creates a "cash crunch," because the AHS Business Office needs the federal government's written commitment (called the "Notice of Award") in place before they can authorize larger grants and contracts. Kirsten and Miriam presented a plan if Congress continues to adopt short-term resolutions, rather than a full budget for FFY'20. The Executive Committee authorized the plan (attachment 1).
- **Creating a Legislative Platform** – The Policy Committee will adopt a platform this year to educate policymakers about: Special Education issues, Conflicts in Case Management and ombudspersons, and a general statement about why Vermont serves only a small sample of people with disabilities. Kay talked about the closing of the Brandon Training school and the Division's promise of "not letting people fall through the cracks".
- **Five Year Plan Development for 2022-2026** – The Council must complete its Comprehensive Review and Analysis and its Five-Year Plan by August 15, 2021. Kirsten presented a draft timeline (attachment 2). The Committee

asked her to return in January or February with a more detailed plan for how to engage members in the process of prioritizing goals and objectives. Kay and Miriam agreed that the outside facilitator was helpful the last time the Council built a plan.

4. Check in for Executive Director's Annual Goals:

Kirsten spoke to the Cultural and Linguistic Competency (CLC) Goal in her Work Plan. Staff and members have received some training, but Kirsten would like to provide members with additional opportunities to understand CLC. The Community of Practice on CLC has created an inventory for disability organizations that is much shorter than the Georgetown tool. It uses plain language. Kirsten will share it at the January Executive Committee meeting.

- Includes discussion RE: filling member vacancy – The non-profit/agency slot has been vacant since Jennifer Stratton left the Council. Kirsten has been in touch with Julie Cunningham at Families First in Brattleboro. Julie is a person of color, has worked on diversity issues, and works for a non-profit that serves people with an agency setting. She is very interested in applying for membership.

Miriam said that it's the Council's responsibility to go into pocket communities, instead of expecting pockets to come to the Council. *"What is your experience with disability in the New American community? Abanaki? Etc."*

- There will also be a technical training for grantees about new reporting requirements
- The Memorandum of Understanding is with Dawn and the AHS Business Office.

5. Review DRAFT Revised Policy:

Miriam said that Committee members received the policies ahead of time, and due to time pressed to speak about December planning first.

- Miriam requested a power-point presentation at the next Quarterly Meeting.
- Kaiya and Kay will work alongside Kirsten to make the policy more accessible, with Miriam as the final editor.

6. Planning for December Quarterly Meeting:

- Budget-adjustment and update on Continuing Resolution (vote)
- Platform and legislative process (vote)
- Adopt a policy (vote)
- Storytelling Workshop with a story-share by David Frye
- Invite Representative Mary-Beth Redmond (House of Human Services) and her husband
- Invite Dawn from AHS
- Legislative Session update
- Brief 5-Year State Plan introduction

7. Adjourn:

Motion: Kay made the motion to adjourn. Kaiya seconded.

Motion passed: 4-0-0.

Respectfully submitted,

Chelsea Hayward
Coordinator of Communications and Administration